



**DEPARTMENT OF HEALTH
AND SOCIAL SERVICES**

"DMS - Serving Those Who Serve Delaware"

Division of Management Services

RECRUITMENT #05-H132C

OPENING DATE: November 15, 2004

CLOSING DATE: Continuous

**LICENSED PRACTICAL NURSE
(Long Term Care Facilities)**

***Career Ladder Positions**

STARTING SALARY:

LPN I – \$25,117 (Pay Grade 8)

LPN II – \$26,878 (Pay Grade 9)

LPN III– \$30,769 (Pay Grade 10)

LONG-TERM CARE FACILITIES - 24 HOUR/7 DAY OPERATIONS

<u>EMILY P. BISSELL HOSPITAL</u>	<u>GOVERNOR BACON HEALTH CENTER</u>	<u>DELAWARE HOSPITAL F/T CHRONICALLY ILL</u>
Karen Zecher, Nurse Recruiter 3000 Newport Gap Pike Wilmington, DE 19808 Phone (302) 995-8400 Fax (302) 995-8479 New Castle County	M.L. Walkowiak, RN MSN P.O. Box 559, Kent Avenue Delaware City, DE 19706 Phone (302) 836-2550 Fax (302) 836-4104 New Castle County	Lynn Wright, Nurse Recruiter 100 Sunnyside Road Smyrna, DE 19977 Phone (302) 223-1311 Fax (302) 223-1301 Kent County

NOTE: PLEASE SEND YOUR COMPLETED APPLICATION DIRECTLY TO THE SPECIFIC FACILITY WHERE YOU WOULD LIKE TO APPLY.

**A SATISFACTORY CRIMINAL BACKGROUND CHECK IS REQUIRED
AS A CONDITION OF EMPLOYMENT**

SUMMARY STATEMENT: Work involves providing general nursing care under the direction of a Registered Nurse.

LPN I – A class incumbent is responsible for providing entry level nursing care to patients and for administering medications and treatments.

LPN II - A class incumbent is responsible for providing advanced level nursing care to patients and for administering medications and treatments.

LPN III - A class incumbent is responsible for providing full performance level nursing care to patients and for administering medications and treatments.

MINIMUM QUALIFICATIONS: Applicant must have education, training, and/or experience demonstrating competence in one of the following areas:

LPN I - A valid Delaware Practical Nursing license or valid multi-state compact license at time of application.

LPN II - At least 6 months of experience as a practical nurse.

LPN III - At least 18 months of experience as a practical nurse.

***CAREER LADDER SERIES** - Upon satisfactory completion of Department promotional standards and minimum qualifications, incumbent will be eligible to be promoted up through the Licensed Practical Nurse III.

LICENSES, REGISTRATIONS, AND/OR CERTIFICATIONS: A valid Delaware Practical Nursing license or valid multi-state compact license at time of application. Applicants in the Division of Public Health must possess a valid driver's license at time of application.

WEIGHT OF EXAMINATION: 100% Training and Experience.

BENEFITS: These include 15 paid vacation days, 12 paid holidays, sick leave with pay, liberal pension, and health and life insurance. For part-time employees, vacation and sick leave are credited on a pro-rated basis.

NOTE: A labor organization has been elected by employees as their representative for collective bargaining and other work-related purposes. The person selected for this position shall, as a condition of employment, join and pay dues to the labor organization or may, instead, not join, but pay a service fee no greater than the dues. The labor organization is required to represent all employees, even those who do not join. Employees who do not join pay a fee for these representation services provided on their behalf.

APPLICATION PROCEDURES: **ONE** current State of Delaware Employment Application must be submitted for EACH classification for which you apply. Applicant should indicate the recruitment number from the top of page one in the "Position Applied For" area of the application.

Applicants must submit a fully completed, signed/dated, State of Delaware application and are advised to attach resumes, transcripts (unofficial is acceptable) and other pertinent information. **Written addendum information will not be accepted after this announcement has closed.**

Applications may also be obtained from and submitted to any of the following locations for forwarding to DHSS:

☛ STATE PERSONNEL OFFICE, Employment Services, Townsend Building, 401 Federal Street, Suite 5, Dover, DE 19901 Phone: (302) 739-5458 Fax: (302) 739-2327

☛ STATE PERSONNEL OFFICE, Employment Services, Carvel State Office Building, 1st Floor, 820 North French Street, Wilmington, DE 19801 Phone: (302) 577-8277 Fax: (302) 577-3957

☛ STATE PERSONNEL OFFICE, Employment Services, Delaware Technical and Community College Campus, P. O. Box 610, Georgetown, DE 19947 Phone: (302) 856-5966 Fax: (302) 856-5969

NEW APPLICATION PROCEDURE: Applicants may apply for State jobs, accessing job postings and employment applications via the Internet at www.delawarestatejobs.com.

TDD users should call the Delaware Relay Service Number 1-800-232-5460 for assistance.

(Direct deposit of paychecks is required as a condition of employment for all new employees.)

Accommodations are available for applicants with disabilities in all phases of the application and employment process. Persons with disabilities are encouraged to call 739-5458 to request an auxiliary aid or service.

**THE STATE OF DELAWARE IS AN AFFIRMATIVE ACTION
AND EQUAL OPPORTUNITY EMPLOYER.**